

# QUICKFUND\$ FOR EDUCATORS BUDGET- FORM 7B

Applicant Name \_\_\_\_\_ Date \_\_\_\_\_

Fill out the appropriate Teacher Incentive or Professional Development section below:

☐ **Teacher Incentive Grant:** Expenses for Project or Activity

Planning Time \_\_\_\_\_ \$ \_\_\_\_\_

(Funds needed by the applicant for time to work on a project.)

**Supplies/Materials**

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Fees for Services and Other Expenses** (technical, production, consultant, space or equipment rental, shipping, etc.)

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Travel/Subsistence** (Private vehicle @ .35 per mile) Cost allowed for travel beyond a 25-mile radius.

Airfare, car rental, or mileage \_\_\_\_\_ \$ \_\_\_\_\_

Meals (not to exceed \$30 per day) \_\_\_\_\_ \$ \_\_\_\_\_

Lodging \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL COST OF PROJECT** \$ \_\_\_\_\_

**TOTAL GRANT REQUEST** (up to \$1,000) \$ \_\_\_\_\_

***Note:** Required cash match ratio 1:3. For example, if you request \$1,000, the match must be at least \$333, represented by a total project cost of \$1,333 or above.*

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☐ **Professional Development:** Reimbursable expenses for applicants to attend workshops, conferences, educational events, and seminars. Copies of receipts for fees, lodging, and airfare are required for reimbursement.

**Fees** (Workshop/Conference/Seminar/Conference Materials/etc.)

Itemize: \_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**Travel/Subsistence** (Private vehicle @ .35 per mile) Cost is allowed for travel beyond a 25-mile radius.

Airfare, car rental, or mileage \_\_\_\_\_ \$ \_\_\_\_\_

Meals (not to exceed \$30 per day) \_\_\_\_\_ \$ \_\_\_\_\_

Lodging \_\_\_\_\_ \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL COST OF ACTIVITY** \$ \_\_\_\_\_

**TOTAL REIMBURSEMENT REQUEST** (up to \$500) \$ \_\_\_\_\_

***Note:** Required cash match ratio 1:1. For example, if you request \$500, the match must be at least \$500, represented by a total project cost of \$1,000 or above.*